

CITY CLERK'S OFFICE:

Passport – The City Clerk's Office was notified that the National Passport Center selected them to host the Northern Border Tour on Thursday, May 7th, from 3 to 6 p.m.

In anticipation of the upcoming changes in travel requirements due to the Western Hemisphere Travel Initiative, the National Passport Center along with Customs and Border Protection will be stopping at various border towns and cities in the states of Maine, New Hampshire, Vermont and New York. As of June 1, 2009, all U.S. citizens will be required to show proof of citizenship when crossing the border from Canada or Mexico. The tour is stopping in areas affected most by these new laws, in an effort to make citizens more aware of the impending changes.

This session, which will be held in the City Hall Council Chambers, will allow the representatives to answer questions, pass along information and accept passport applications.

Research – The City Historian's Office has been assisting a doctoral candidate in California with research information on John Foster Dulles.

Marriage Licenses – We have issued almost 300 marriage licenses since January and have performed almost 200 ceremonies.

ENGINEERING DEPARTMENT:

State Street Reconstruction Project – The project is 100% complete. The final supplemental with the NYSDOT for reimbursable items is still pending. We are waiting for delivery of the as-built plans from the consultant.

Streetscape/Public Square Reconstruction Project – The project is complete except for a small punch list that is to be completed. We are waiting for delivery of the revised as-built plans from the consultant.

J.B. Wise Parking Lot Reconstruction – The final plans and specifications are nearing completion. The project is on hold until FY 2010-11, unless stimulus funding becomes available.

Breen Avenue - The project is currently being designed in-house by department staff. The project is scheduled for construction in the spring of 2010.

Hydro Intake Rake – The Engineering Department is working, in conjunction with Upstate Testing and Controls, to design and place into operation a hydraulic rake mounted on a trolley that will traverse the concrete dam at the headwaters of the canal. This project will greatly improve the generating efficiency by keeping the intake gates clear of debris year round. This scope is being developed for installation in the late summer/early fall of 2009. The Engineering Department is also preparing a grant application under the ARRA for this project.

Hydro Canal Dewatering & Maintenance – The Engineering Department is working with Upstate Testing and Controls to dewater the hydro canal in order to perform routine maintenance and debris clearance. The work is scheduled to take place in August of 2009 and will be a recurring task every 4-5 years in the future. This project will increase the generating efficiency of the hydro plant by maximizing flows through the canal.

VPP Stimulus Funding – The Engineering Department is processing and managing the Pass Through Contract with the NYSDOT for Vendor Placed Paving (VPP) for mill and fill paving projects for Washington Street and Arsenal Street. The City Council approved the agreement in April 2009. Engineering is responsible to administer the Pass Through Agreement, provide construction inspection and conduct the mandatory project safety audit (SAFETAP), while the DPW will contract for the milling and move the associated utilities on these streets..

Arcade Street Water Main – The Department is designing a replacement of the water main on Arcade Street to upgrade water service. This is a follow-on project from the Public Square reconstruction and parts of the work must be completed prior to the VPP project on Arsenal Street. The work is to be completed by the Water Department.

Dosing Station Dam Repair – The Department is progressing plans for structural repairs to the Dosing Station Dam. The project entails scour repair and concrete repair to eliminate the leakage of untreated water into the settling basin. This will reduce the amount of chemicals required to treat the water and also may reduce the occurrence of Disinfectant Byproducts in the water system. This work is scheduled for completion in the 2009 and 2010 construction seasons.

Arsenal/Gaffney Sanitary Sewer Capacity – The Department is investigating sanitary sewer capacity for future development along Arsenal Street and Gaffney Drive. We are gathering flow meter and pump station information at both locations to determine the existing capacity and sewer upgrades that may be required to increase capacity.

Sidewalk Program – Work was started on the 2008-09 Special Assessment District in August 2008 and ceased for the season in October. The remaining work for the 2008-09 district was started on April 27th and is scheduled to be complete by September 09.

Ten Eyck Street Phase I & II – The remaining work to be completed: topsoil, seeding, sidewalk repairs and punch list items. The project will be completed in the spring of 2009.

NSTS – Design is nearing completion and the anticipated bid will take place in July 2009 for completion in August and September 2009.

Butterfield-Barben & Chestnut St. – A public meeting was held on March 4, 2008. The City Council approved the bid for reconstruction at the April 13, 2009 meeting. A preconstruction meeting will be scheduled when the contractor has the required insurances in place.

Riggs Ave – Final plans and specifications are nearing completion. There is currently one easement outstanding for construction. This project is scheduled for FY 2010-11.

Barben Avenue Reconstruction – A survey is underway for the street reconstruction from Washington Street to Holcomb Street. The project is scheduled for FY 2011-12.

Clinton Street Reconstruction- Detailed design is underway for the street reconstruction from Washington Street to Holcomb Street. The project is scheduled for FY 2013-14.

N. Michigan-Bronson St. – The project is currently being designed in-house by department staff. The project is scheduled for reconstruction in FY 2014-15.

Washington Street:

Sidewalk – The design is complete. A public hearing was held on October 1, 2008 to acquire grading releases from property owners. All but three releases have been signed to date. The project will be bid on June 16, 2009.

Signal Light – The design is complete. An easement for the pole bases is approved. The poles are expected to be received within 30 days and construction will be completed by the DPW in summer 2009.

Algonquin Ave. Sewer Main – Project plans are approved by the NYSDEC. The work will be completed by the DPW in late spring 2009.

Emmett Street Storm Sewer – Final plans are nearing completion. The work will be completed by the DPW in 2009.

Greensview/Ives Sanitary Sewer - Updating plans and bid book for bid in spring 2010. The department is preparing for a meeting with the property owners.

CSO Long Term Control Plan (LTCP) – The department is working for approval to conduct modeling of four additional basins with the consultant. WWTP staff prepared the LTCP and submitted it to the NYSDEC by December 1, 2008. We are waiting for comments from the DEC and EPA.

DEC Sewer Extension Requirements – 6 NYCRR Subpart 750-2 requires DEC approval of sewer extensions with flows greater than 2500 gal/day or more than one connected lateral. Part of this approval is assurance from the City that adequate sewer capacity exists in the system.

- Developments with assurance letters submitted to the DEC since January 2009:
Jefferson Apartments.

- Developments with capacity under review: Liberty, Black River Development, Mall Expansion, Morris-North Star Hatchery, Columbia Development Ph II, Site 3 Housing, North Hills Community, Remington Park Expansion, North Country Village, North Hill Community,

Candlewood Suites, Pine Plain Barracks, 10100 Barracks, and the Unaccompanied Officers Quarters on Fort Drum.

Sanitary Sewer Flow Management Program – The City has begun the process to implement the requirement under 6 NYCRR Subpart 750-2 to enact and enforce legal instruments to control discharges to the Pollution Control Plant. The City has held discussions with DANC to develop allocations for Fort Drum and all DANC outside users. The City and DANC have completed negotiations on this, but are awaiting reaching agreement on a Leachate Agreement.

A similar process is also being progressed with the remaining outside user sewer districts. Updated agreements are being prepared with allocations, an approval process and inspection procedures.

NYSDOT Arsenal Street Reconstruction – We are coordinating on an as-needed basis with NYSDOT representatives to assist with the project.

FLOWER MEMORIAL LIBRARY:

Library Artwork – During the first two weeks in April, Marvin Nasworthy completed the task of re-hanging all of the library artwork. The very tall picture of the young girl in the white dress which is showcased in the extremely ornate frame is now being displayed in the Marietta Holley room and it truly looks like it belongs there. The Eastman Johnson picture of *The Tramp* was the final picture to be put in place. We have noticed that some of the art pieces look quite different because they now hang against walls that have color.



Library have been installed. It seems to make a big difference to see all the current issues of our magazines presented so visually. We are planning on making a sign for the main area to direct more people toward the magazine area. Since that area is in the older part of the library, it doesn't receive as much traffic.

North Country Reads – The Library's event in this year's North Country Reads Project went very well. The reception attracted over 70 people. Even though Chris Bohjalian was recovering from a bout of laryngitis, he managed to charm the audience with his amusing tales of being on the road promoting his book. Everyone that attended the live broadcast of North Country Public Radio's *Readers and Writers on the Air* at Jefferson Community College was captivated by Chris' ability



to talk about all that went into the creation of his book, *Skeletons at the Feast*. The hour went by quickly. The hosts of the show, Ellen Rocco and Chris Robinson, said that Chris was one of the best authors they had hosted on their series. He was certainly a wonderful choice to conclude the North Country Reads project.

INFORMATION TECHNOLOGY:



Citrix and Thin Client Deployment – One of the current projects of the IT staff is a continuing rollout of Citrix based applications to existing computers and the installation of thin client computers with Citrix - replacing outdated PC's with lower cost, power efficient and easily managed devices. As of May 1st, Citrix has been installed in the following offices: Assessment, Benefits, City Clerk, Civil Service, City Manager, Comptrollers, Public Works Administration, DPW Barns, DPW Maintenance Facility, Electric Department, Massey Street Fire Station, Mill Street Fire Station, Parks and Recreation, Planning, Purchasing, and Water Administration.



The next phase in the deployment will include deployment of entire “desktops” thru Citrix to Linux based thin clients. Linux based thin clients provide the lowest possible cost for desktop hardware while providing the same working environment as regular computer desktops. The Citrix system is also in use in the field with Public Works staff who are utilizing applications over wireless connections.



Fiber Network

Completion – The City is nearing completion of its fiber network.

During the month of April, the Electric Department staff have pulled fiber from City Hall to the Water Plant on Huntington Street and installed conduit

into the Police Department on Waterman Drive. Installation of conduit on South Bellow Avenue to connect the Police to the rest of the system is in progress. The City's Fire Department on State Street Fire is now connected.

Water Distribution and Filtration came on line in early May. Jefferson County Public Safety Building will be connected into the system by June. The last remaining portion of the system is scheduled for installation on Stone Street this summer which will complete the project.

This is a “first” for the City - a private, high capacity data, voice and video capable communication system for the entire organization. Together with the recently installed telephone systems, the City is well positioned to take advantage of the latest innovations in technology and to leverage internal resources for the maximum benefit of the community.

Backup Power Generation – The Electric Department completed installation of the new backup generator at City Hall in March. A test of the computer systems' ability to failover to the backup

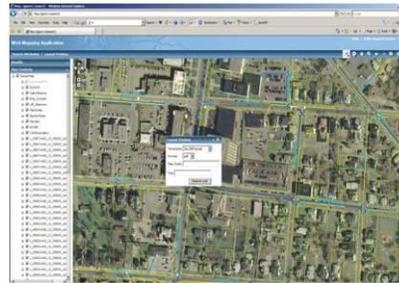
power system was conducted with a successful result. The new generator provides sufficient capacity to keep the City's computer, telephone, and network systems in operation in case of an electrical outage of any duration.

Virtualization Program – “Green IT” – IT Staff has initiated a virtualization program with the purpose of increasing utilization of existing hardware, reducing power consumption and reducing equipment, operation and maintenance costs. The first project in the program was the implementation of a server configured with virtualization technology to house both of the City's GIS systems.

Original GIS – ARCIMS



New ArcServer 9.3



The second phase in the project is transition of the mail system to two virtual partitions on one server. The third phase of the project is virtualization of the web proxy and web filtering applications on one system. In 2009, further consolidation will permit older hardware to be permanently retired.



GIS goes Mobile – The City of Watertown has been utilizing mobile data technologies for a number of years in Police and Fire vehicles. This technology is now being expanded into other departments via the integration of Citrix, portable wireless and web based services developed and implemented by IT staff. The department has initiated work on enhancing and improving vendor developed systems via integration with internally developed applications.



Sanitary sewer maintenance program improvements – The City cleans approximately 15 miles of sanitary sewer annually on an as-needed basis. Public Works staff previously relied on a paper based system using maps and highlighters to indicate which sections of the system had received maintenance. The City's GIS staff forged forward integrating the sewer system assets it had collected with GPS into a web-based GIS mapping application that is now hosted on the Citrix system - making the application readily available in the field via wireless communications.

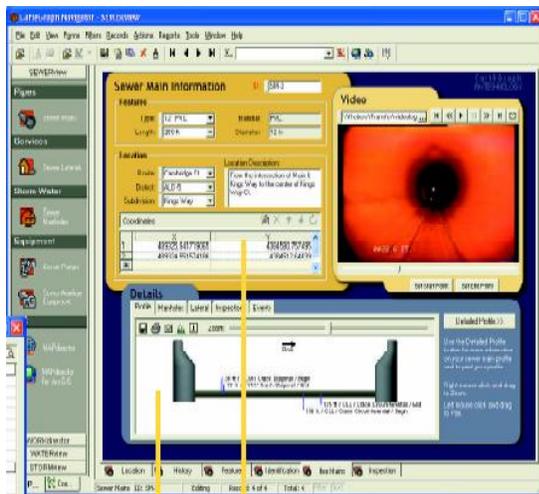
Improved printing in ArcGIS 9.3 - Improving user access to data and reduced staff workload – Responding to a department's request to improve map production capability for the end user, the IT Department integrated a new feature available in ArcServer 9.3 and integrated an advanced printing capability into the City's web-based mapping application. The new printing function permits generation of 11" X 17" and 24" X 36" Adobe PDF's from the mapping application by the user. Departments can now generate many maps without GIS staff

involvement – which reduces workload for GIS and increases the accessibility and value of the data assets.

PDF formatted aerial views and schematic maps generated from GIS

SignView – A sign management tool used to capture and maintain inventory information: track inspection history; monitor the age and condition of street signs and their supports; record inspection information; and schedule maintenance activity.

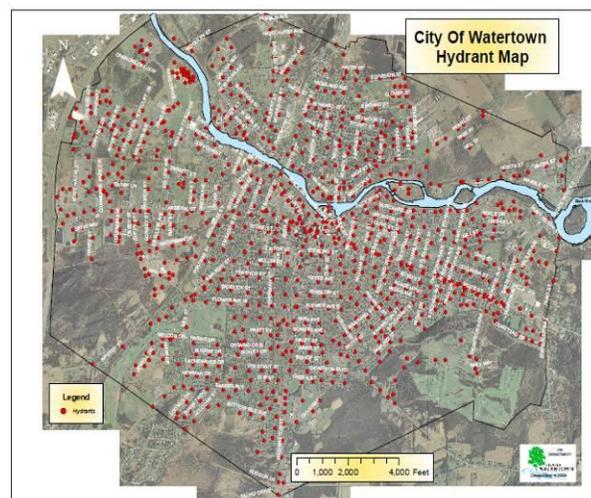
SewerView – Combines the GIS and database, along with video technologies to display sewer video inspections and to detail the various distress observations on a pipe. Repair and replacement schedule of activities can be generated based on these observations. An accurate pipe profile from manhole to manhole allows staff to quickly see where cracking, root intrusion or other distresses are located on each segment of pipe.



Altiris Deployment Software - Part of the thin client deployment project, the Altiris application provides a centralized deployment platform designed to ease the installation and maintenance of thin clients, desktop and server system. IT staff implemented this system and are currently developing, testing and deploying its capabilities as part of the thin client rollout.

Sophos Security Suite – The Sophos Endpoint Security and Control system is being rolled out in conjunction with Citrix and the thin client deployment. This system combines anti-virus and client firewall protection with endpoint assessment and control to secure desktops and servers. The recent April 1st Conficker Worm is a reminder that software protection is not optional.

Mapping Production – The IT department also met with staff from the Fire Department to determine the feasibility of a mobile application for incident management and to discuss the development of a GIS based realtime hydrant status map. Finally, with the nicer weather, GIS and Water Department staff have resumed assisting the work on completing its water infrastructure inventory.



Parking Ticket Software – A review of a parking ticket collections program is underway that will integrate with the City’s Police Data Management System.

PLANNING DEPARTMENT:

Bicentennial Park & Marble Street Park – Project was sent out to bid on April 27th. Bids were opened May 21st, with the one bid received exceeding the funding available. Staff is reviewing options to discuss with the Department of State.

Black River Parks Project and Hole Brothers – Park construction work at the Fairgrounds Riverfront Trail, the Veterans Memorial Riverwalk, the Abe Cooper Site and at the Hole Brothers Whitewater Park is complete. The contractor has returned to finish punch list items including turf establishment and concrete repair. A ribbon cutting will be held on July 18th in conjunction with the River Committee’s River Clean-up Day.

Black River Advisory Council (BRAC) Grant – The City was awarded a \$6,000 grant from the BRAC that paid for the purchase and installation of new benches, trash cans and picnic tables along the Fairgrounds Riverfront Trail, at Hole Brothers Whitewater Park and at the Abe Cooper Site. The project is now complete.

Brownfields – The final reporting is being drafted for the EPA grant in order to close out the grant completely. Lu Engineers is in the process of completing final work plans to further investigate the landfill portion of the island. They will begin work on the island in the next few weeks.

The EPA cleanup grant that was applied for in the fall of 2008 was announced and the City was not awarded funds to clean up the petroleum spill at the Ogilvie site on North Pleasant Street.

The RFP is being written for the City’s BOA (Brownfield Opportunity Areas) grant. There is specific care in ensuring that this grant will align with the LWRP that the City has, in order to get the most out of each of these grants.

Housing Programs – The City has received verbal notification that it will receive \$230,000 from the North Country HOME Consortium for 2009-10 for the Owner Occupied Rehabilitation Program. Funding is subject to the Consortium receiving the money from HUD. The funds from the 2007 HOME Consortium have been completely spent and six houses were rehabilitated. Seventy-five percent of the money from the 2008 grant is committed. The application for Community Development Block Grant funds to continue the Downtown Apartments Program was submitted on April 24th.

HOME Grant – The City was awarded \$115,000 each for the years 2009 and 2010 from the North Country HOME Consortium, subject to them receiving HUD allocations for each year.

J B Wise Parking Lot – Lu Engineers is working to finalize the design. This project is on several stimulus funding request lists. Design and bid specifications will be completed on this project in May 2009.

Local Waterfront Revitalization Program – Working with NYSDOS to redo our consistency review law and planned changes to the zoning ordinances.

Main Street Grant – Staff is working with Neighbors of Watertown and the Watertown Local Development Corp. to finalize plans for the façade and building renovation program.

Planning Board – At the March 3, 2009 meeting, the Planning Board approved a subdivision request submitted by Gerald Kostyk, of the Bernier Carr Group, on behalf of the Samaritan Medical Center to subdivide two parcels to create four new parcels, located at 830 Washington Street and 132 Woodruff Street. At that meeting, they also tabled a site plan request submitted by JoAnne Sanchez of Fort Drum Vehicle Storage for the construction of 4 storage buildings totaling 16,200 sq. ft. located at 471 Poplar St.

At the April 7, 2009 meeting, the Planning Board approved a subdivision request submitted by Tony Felder of Indian River Lakes Engineering, PLLC, on behalf of Todd Badalato and Augustine Romeo to subdivide three parcels to create two new parcels, located at 1171 Coffeen St, VL-7 Coffeen St., and VL-6 Gaffney Dr. The Planning Board also approved a site plan request for the same property for the construction of a 1,500 sq. ft. delicatessen. The Planning Board also granted a waiver of site plan for the request submitted by Leo R. Coleman for the addition of 1,400 sq ft to the existing Coleman's Corner's Restaurant, located at 849 Lawrence Street.

Public Square – Staff continues its support of this project with grant administration for the various funding sources. Planning staff has submitted final reports, closed out several of the grants that funded this project and has submitted reimbursement requests totaling \$136,000 during the last two months.

Restore NY – Both contracts have been approved and executed. Work on the Newell Street site has begun and the Franklin Building should begin shortly and continue through next year. We are also working with Mike Treanor on an application for Round 3 for the Woolworth Building.

River Committee – Staff continues to attend River Committee meetings to discuss various proposals. The Committee has discussed proposed park names for the newly created riverfront parks and has made a recommendation on them to Advantage Watertown (AW). AW will be reviewing the proposal at an upcoming meeting and making a recommendation to the Council. There is money in one of the EPF grants for place marking signs. These are currently being designed, but can't be completed until the parks are officially named by the City Council.

Street Tree Program – Arbor Day 2009 was held on April 24, 2009 at Sherman Elementary School. The event included the traditional Mayoral proclamation and tree planting, along with the dedication of a granite monument to the late Carolyn Whitney. Ms. Whitney established a



perpetual tree planting fund with the Northern New York Community Foundation at the time of her passing in 2007. A grant from that fund paid for the planting of 28 street trees in the 600 through 1200 Blocks of Sherman Street last fall and this spring. Arbor Day was attended by over 400 people including the entire student body and staff from Sherman School.



Rotary's annual tree planting project was held on Saturday, April 25 at Thompson Park and at Hole Brothers Whitewater Park. Fifty (50) trees were planted at the two sites. Staff also coordinated the Department of Public Works' Annual Tree Planting Project. The project involved the planting of 95 trees at various locations throughout the City, including the 300 Block of Academy Street and various individual locations throughout the City requested by homeowners.

Wayfinding Signs – Signs are being redesigned to meet NYSDOT guidelines for wayfinding signs. This redesign will be completed in May, with production slated for June.

Zoning Board of Appeals (ZBA) – The ZBA met on March 18, 2009 and approved a use variance submitted by Samaritan Medical Center to vary the lot line requirements at 830 Washington Street. The Zoning Board of Appeals did not meet in April.

POLICE DEPARTMENT:

American Legion Post 61 “Officer of the Year” – On April 23, 2009, the American Legion held its Annual Law and Order Dinner. The recipient of the award this year for the Watertown Police Department is Officer Shane Ryan. Shane has been with WPD since November 2006. Shane was nominated by Lt. Clark, his platoon commander. Shane is recognized because he is a very active officer with 170 arrests in 2008. He is a well rounded officer who is comfortable doing all facets of police work. Some of Shane's accomplishments include being recognized by a citizen for his kind, gentle, and genuine concern for an elderly woman with a health issue, the exemplary handling of numerous high profile cases and his willingness to go above and beyond on a daily basis.

Notable Cases – On March 23rd 2009, WPD detectives received a call that an Antwerp resident made a possible sighting of human remains off the Vrooman Hill Road. We had been actively checking in this area for the body of **Annette Vazquez** who had been reported missing to the Watertown Police Department in December. Detectives had charged 29 year-old Ramon Robles with her homicide in February 2009, while conducting a follow up investigation in Puerto Rico. With this latest information and discovery, officers worked through the next 24 hours and recovered the remains from snow and ice. Officers also conducted an extensive search for evidence in the immediate crime scene and along the road where the discovery was made. Presently, Robles is in a Puerto Rican jail awaiting extradition back to Jefferson County for Grand Jury and criminal proceedings.

Radio Grant – We continue to work with the Watertown Fire Department, Jefferson County Sheriff’s Department and the Jefferson County Office of Emergency Management to best utilize two grants to improve our two-way radio systems Countywide. The City was awarded a PSIC grant in July 2008 and the County is a recipient of a Homeland Security “Stone Garden” grant. The two grants combined are approximately \$2 million. We have been meeting to determine how best to utilize these grants and comply with interoperability and P-25 requirements. Our task was sidetracked briefly with the resignation of Fire Chief Gaumont. Battalion Chief Matt Timmerman has taken responsibility for this grant and the team has worked with Chief Timmerman to bring him up to speed and examine the best way to use this grant.

Patrol Cars – On April 29th, the department took delivery of three new patrol cars. The cars are in our new paint scheme of black and white and we now have 8 black and white patrol vehicles. We are gradually phasing out the old style of all blue cars. Once outfitted with marking, radios and computers, these cars will be put in service.

PUBLIC WORKS DEPARTMENT:



Pavement Maintenance Operations – Patch crews received and addressed twenty eight (28) pothole calls and completed a routine pothole patching schedule. Crews placed eighty (80) tons of temporary patch material in potholes throughout the winter/spring season. Once the asphalt plant opens, the crew will replace the temporary patches and repair the pothole with a permanent patch. The early break in the weather has allowed for the crew to also perform crack sealing operations. Crack sealing has taken place on Addison Street, Farwell Street, Mundy Street and St. Mary Street. The crews also crack sealed the DPW courtyard around the Fleet Maintenance Facility.

Concrete Projects – The concrete crew has completed several projects for Parks & Recreation. Projects include the replacement of damaged concrete blocks around both the Alteri and Flynn pools and the construction of spill containment tanks within the mechanical room of each pool. The crew also demolished the existing benches and constructed a new concrete pad located between the Library and City Hall. The benches, formerly located around Public Square, will be relocated onto this new pad. In addition to these projects, the concrete crew also replaced the damaged and cracked concrete approach blocks located on Arsenal Street at the CitiBus Transfer Site.



Street Sweeping Operations –Street sweeping operations commenced on March 17th. The early start has allowed crews to complete three (3) passes throughout the City and a total of five (5) passes through the Downtown Business District. In addition to sweeping the City streets, crews



have completed shared service work for the New York State Department of Transportation (NYSDOT). The shared service included the sweeping of Arsenal Street, Bradley Street, Eastern Boulevard, Gifford Street and outer State Street. The crew, following standard operating procedure, will now sweep on a day-to-day basis, predicated upon manpower availability. The Downtown Business District will be swept every Friday during the midnight to 8:00 a.m. shift throughout the season.

Sanitary and Storm Sewer Infrastructure – Sewer crews have investigated a total of twenty one (21) sewer back-up calls, repaired four (4) sanitary sewer laterals and replaced four (4) deteriorated storms drains with new pre-cast units. Crews have also made repairs to the sanitary and storm sewers on Pratt Street and Sherman Street in preparation for the upcoming paving projects. In addition to the repair work, crews have completed shared service work for the NYSDOT. This work included the cleaning of storm drains on Bradley Street, Eastern Boulevard, Gifford Street, and outer State Street. Crews also cleaned and televised the storm sewer infrastructure at the CSX Rail crossing on Bradley Street.



City Hall Generator – The Electric Department has completed the final terminations and testing for the City Hall generator. The generator is now on-line and will self-test on a weekly basis. In addition to the weekly tests, the generator will be subject to a twice-annual preventative maintenance schedule. This maintenance will be performed by the Electric Department.



Fiber Optic Network – This project includes the installation of a fiber optic line network to various City facilities. The

Electric Department installed the fiber to connect the Water Filtration Plant. The project included the installation of four thousand two hundred (4,200') feet of aerial fiber along Eastern Boulevard and four thousand six hundred (4,600') feet of fiber through the buried conduit on State Street. The Electric Department has also begun installing the conduit along Waterman Drive. This conduit will house the fiber that will connect the Public Safety Building.



Watertown CitiBus – CitiBus staff attended the March 2, 2009 Transit Awareness Day in Albany. Watertown had a booth set-up at the Legislative Office Building to discuss transit operations in

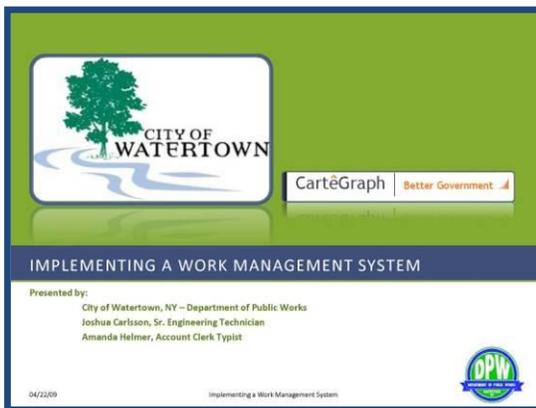
Watertown. The event provided the Transit Supervisor the opportunity to speak directly with Senator Darrel Aubertine.

CitiBus is also working with the St. Lawrence Transit Coordinator Nancy Robert and Keith Zimmerman in regards to the set-up of a Gouverneur-Watertown bus run. The group met in Watertown on April 13th to coordinate services and radio frequencies for the two bus lines.



Preparation for the 2009 Spring/Summer Schedule at the Arena – The Figure Skating Show held March 21st marked the last major ice-related event of the season. Immediately following the show, crews began the ice removal process. As the ice was being removed, crews prepared the Arena for the upcoming 2009 Spring/Summer Schedule of Events. The Wratten’s Annual Trailer and RV Show kicked off this season’s event schedule on March 27, 28, and 29th.

Parks & Recreation Programs & Events – The Watertown Municipal Arena has seen an increase of adult and private groups renting the ice this season. A Fort Drum group rented the facility to hold various broom ball and skating activities and a Fort Drum soldier rented an hour of ice time to propose to his fiancée, a Canadian figure skating coach. In addition to the private group rentals, the Arena hosted the Figure Skating Show, Wratten Trailer & RV Show, the Northern New York Builders Exchange Home Show, a 2CW Wrestling Event, and the 2009 Annual Heart Walk.



Work and Asset Management Seminar – CarteGraph Systems Inc., the City’s work and asset management system, held an Eastern Canada Regional User Group in Niagara Falls, Ontario. The City of Watertown was asked to give a presentation to the User Group regarding the City’s highlights and experiences with the implementation of the work management system. In addition to the City of Watertown’s presentation, the User Group also provided additional training and review regarding the updates that will be included in the upcoming release of the new version (8.2). As the City’s work

management portion of this program progresses, Public Works will begin to focus on the implementation of the asset management portion of the software.

Training – Crews for both Parks & Recreation and Building & Grounds received training in



cardiopulmonary resuscitation (CPR), First Aid and automated external defibrillators (AED).

WATER DEPARTMENT:

Shared Municipal Services Incentive Grant – The City of Watertown and Town of Watertown were awarded \$86,940 to be used for a Disinfection By-Products Study to find the most cost effective methods to deal with stricter federal regulations that will affect the treatment processes for water produced at the City of Watertown water treatment facility to deal with the development of disinfection by-products that occur as water passes through and spends time in the distribution systems. The Town Board and City Council have agreed to contribute up to \$5,000 each to the required 10% local share of the costs associated with the study, with the City taking the lead role in the process.

The City Council approved the Agreement for Professional Services with Hazen and Sawyer, P.C. at the April 20, 2009 meeting. The engineering firm has been issued a notice to proceed and work should begin early in May. A kick-off meeting was held on May 6, 2009.

GPS Locations of Water Distribution Components – IT and Water Department personnel have continued to coordinate the mapping of fire hydrants, gate valves, water mains and appurtenances on the digital GIS map of the City.

Service Vehicle Purchases – During budget deliberations last spring, the City Council directed that the purchase of one of two requested service trucks be made prior to the end of the 2007-08 fiscal year instead of two service trucks being purchased at the same time in the 2008-09 fiscal year. A service truck was ordered in June as directed. The truck was received October 14th. The second service truck has been received and will be ready for service when the new utility box has been installed. The new truck could not have arrived at a more opportune time, as two of our four older utility service trucks have been down and out of service for various repairs.



Bi-annual Shut-off of Delinquent Water/Sewer Accounts – 1,069 Delinquent Notices were mailed out on March 18, 2009 for a total outstanding balance of combined water and sewer charges of \$306,806. As of Friday, April 17, 2009, there were 220 of the original 1,069 accounts that were still delinquent in the amount of \$54,945. Water department crews began shutting off services to the delinquent accounts at 9:00 am on Monday, April 20th.

A total of 175 accounts were physically shut off from Monday morning through Wednesday at noon. As of the close of business on April 24, 2009, there were 33 accounts that were still shut. The amount still outstanding from the original balance on March 18th was \$8,450.

Water Service Line Installations – Distribution crews have begun installing and replacing water service lines in the City. A 4” combined fire and domestic service was installed to a multi-

family apartment building being renovated on E. Main Street under a housing assistance program being administered by Neighbors of Watertown. A new 2” water service has been installed for the new Otter Exhibit at the New York State Zoo at Thompson Park. Permit applications have already been received for six additional water service replacements this spring.

Meter Replacements – The meter service crew continues to install the radio reading meters as water meters are replaced for various reasons. Radio reading meters are also being placed in all new installations. There are currently 730+ radio read meters in the system, which is approximately 8-9% of the water meters in the city.

At this point in time, unless we are able to secure a grant to offset some or all of the costs, we plan to continue replacing damaged or outdated meters with radio read style meters, as well as placing them in all new installations. We are investigating possible grant opportunities in connection with the American Recovery and Reinvestment Act of 2009.